2017 ARTS PROJECT GRANT PROGRAM
G U I D E L I N E S

The City of Bloomington recognizes that the arts are an important part of the culture and economy of the community, and that the City has a responsibility to foster an environment conducive to the community's participation in the arts. Artists, works of art and artistic institutions contribute to the quality of life and the general welfare of the citizens of Bloomington.

Each year the Bloomington Arts Commission makes funds available to support arts activities that align with current areas of focus of the Arts Commission: to cultivate a community in which residents appreciate the value of personal and collective artistic activity, to encourage collaboration in and diversification of artistic activities that are equitable and inclusive, to foster ongoing creativity and innovation, to enhance and support a high level of artistry, and to support the economic vitality and interests of local artists and arts organizations.

New organizations and new programming are vital to the growth of the arts community in Bloomington. Emerging organizations or existing organizations with new projects are encouraged to apply for the Arts Project Grant program. First-time applicants are encouraged to contact staff for assistance in completing the grant application process.

The Arts Project Grant Program supports objectives and priorities identified in the City's Public Art Master Plan. Applicants are encouraged to read the full master plan here before applying.

PROJECT PERIOD

Projects may begin no earlier than June 1, 2017 and must conclude by May 31, 2018.

ELIGIBILITY

The Arts Project Grant Program is for projects which take place within Bloomington city limits. The program is open to nonprofit organizations, or entities with fiscal sponsorship from nonprofit organizations.

The Arts Project Grant Program does **not** fund:

- Projects completed prior to funding period.
- Activities and performances not available to the general public.
- 100% of project costs. Applicants are required to provide matching funds through other sources.
- Activities and performances planned **primarily** for fundraising purposes.
- Food, beverages, or other refreshments.
- Capital expenditures as the primary project activity.
- Training expenses as the primary project activity.
- Interest on loans, fines, penalties and/or litigation costs.
- Indirect costs.
- Projects which are longer than one year in duration.
- Individual artists directly. We encourage artists to work with a partner agency, which serves as the applicant and fiscal agent.

REVIEW CRITERIA

Grant applications are evaluated with four (4) categories. Points are awarded based on the values below.

Artistic Quality (30 points)
- The overall level of artistic excellence achieved in the process of creation and/or in the final artwork.
- For prior grantees: The organization's proven ability to deliver artistic excellence.
- For new applicants: An indication of artistic excellence and a plan to achieve it.

Community Impact (30 points)
- The extent to which the project will equitably and positively impact public understanding, appreciation, or engagement with art.
- The potential for the project to fulfill a particular community need
- The extent to which a project serves a current audience(s) and/or develops new audiences.

Creativity and Innovation (20 points)
- The overall creativity and innovation exhibited in the project design.
- The extent to which the project diversifies and enriches the local arts environment.
- For prior grantees: The extent to which the project reimagines the organization's standard programming.

Organizational Capacity (20 points)
- The applicant's demonstrated commitment and ability to make the project a success, including activities in marketing and audience development, diversity of funding sources, and the ability to define project outcomes.
- For prior grantees: The extent to which the applicant has demonstrated satisfactory adherence to final reporting and acknowledgment requirements in past applications.

AWARDS
Applicants may apply for up to $2,000.

FINAL REPORT
All grant recipients will be required to submit a Final Report to the BAC within sixty (60) days of project completion. Non-submittal of a final report in a timely manner may negatively impact future funding. If major changes occur from the original application (i.e. scope, location, budget or schedule), notification of such changes must be submitted in writing and approved by the BAC for funding to continue.

REQUIRED ACKNOWLEDGEMENTS
Grantees shall acknowledge receipt of a Bloomington Arts Commission Arts Project grant by use of the Arts Commission's logo and credit line and/or public verbal acknowledgement where appropriate. Evidence of acknowledgement should accompany the completed Final Report. Guidelines for acknowledgement are sent out with grant award notification. A lack of acknowledgement may negatively impact future funding.

MATCHING REQUIREMENT
A variety of revenue sources demonstrates good fiscal planning as well as broad community support and the Arts Project Grant program has a matching fund requirement. Funding requests must include a 1:1 match (a $2,000 project would have a $1,000 grant request and a $1,000 match from the applicant.) In-kind support for the applicant's match portion is capped at 50% (in the previous example the in-kind support would be capped at $500.)

REVIEW PROCESS
Applications will be reviewed and scored by Commission members present at the next regularly scheduled meeting of the Commission.

Potential applicants are strongly encouraged to attend both of the following forums:

- City of Bloomington 2017 Arts Funding Opportunities: **6–7pm on Wednesday, February 22, 2017,** I FELL Building (415 W 4th St. Bloomington, In 47404).

- Bloomington Arts Commission Arts Project Grants Workshop: **4–5pm, Wednesday, March 8, 2017, McCloskey Room, City Hall.**
  Those in attendance will have the opportunity to receive individual feedback about their potential projects from staff and Commissioners.

The BAC Arts Project Grants panel meeting takes place **Wednesday, April 12, 2017 at 4pm**, McCloskey Room, City Hall. Applicants are asked to attend the beginning of the meeting and will be invited to offer a 2-minute update, if projects have changed in any way.

HOW TO APPLY

Grantsmanship is a major factor in the review of applications. While an application may be technically eligible, unaddressed evaluation criteria, overly lengthy word counts, non-descriptive narratives, or a lack of financial accuracy or budget clarity may result in a lower score.

Applications are submitted via an electronic online form submittal process. Please read the guidelines and instructions on the application form carefully. The application form is available at:
http://tinyurl.com/BACgrantapp2017.

Applications are due by 5:00 p.m., Friday, March 31, 2017.

Late applications will not be reviewed.

Please direct questions to Sean Starowitz, Assistant Director of Economic and Sustainable Development for the Arts, at starowis@bloomington.in.gov.